

**Final Shareholder Voting Results  
(Extraordinary Report)**

**June 26, 2023**

<Translation>

**RICOH Company, Ltd.**

Document filing	Extraordinary Report
Submitted with	Director-General of Kanto Local Financial Bureau
Filing date	June 26, 2023
Company	Ricoh Company, Ltd.
Name and title of representative	Akira Oyama, President and CEO
Headquarters address	3-6, Nakamagome 1-chome, Ohta-ku, Tokyo
Telephone number	03 (3777) 8111
Name of contact person	Takashi Kawaguchi, Director and CFO
Nearest place of contact	3-6, Nakamagome 1-chome, Ohta-ku, Tokyo
Telephone number	03 (3777) 8111
Name of contact person	Takashi Kawaguchi, Director and CFO
Place for public inspection	Tokyo Stock Exchange, Inc. 2-1 Nihombashi Kabutocho, Chuo-ku, Tokyo

## 1. Reason for Filing

As the following items were resolved at the 123rd Ordinary General Meeting of Shareholders (the “Meeting”) of Ricoh Company, Ltd. (the “Company”) held on June 23, 2023, the Company hereby files this Extraordinary Report pursuant to the provisions of Article 24-5, Paragraph 4 of the Financial Instruments and Exchange Act and Article 19, Paragraph 2, Item 9-2 of the Cabinet Office Ordinance on Disclosure of Corporate Affairs.

## 2. Content of the Report

### (1) Date of the Ordinary General Meeting of Shareholders:

June 23, 2023

### (2) Details of items resolved:

#### Agenda Item 1: Appropriation of surplus

Year-end dividends

##### (1) Type of dividend assets

Cash

##### (2) Matters concerning allocation of dividend assets and the total amount

¥17 per common share of the Company

Total: ¥10,360,585,519

##### (3) Effective date of the surplus distribution

June 26, 2023

#### Agenda Item 2: Election of eight (8) Directors

Yoshinori Yamashita, Akira Oyama, Takashi Kawaguchi, Keisuke Yokoo, Sadafumi Tani, Kazuhiko Ishimura, Shigenao Ishiguro and Yoko Takeda

#### Agenda Item 3: Payment of bonuses to Directors

It was resolved to pay bonuses amounting to ¥74.947 million to five (5) Directors (excluding Outside Directors) who were in office during FY2022.

#### Agenda Item 4: Partial amendment and continuation of the stock-based compensation plan for Directors

It was resolved to make partial amendments to our stock-based compensation plan with stock price conditions using a trust for the Directors (excluding Outside Directors and Non-executive Directors) that was introduced in June 2019, and to continue it as a performance-linked stock-based compensation plan.

(3) The number of voting rights which represent either for, against or abstention on items resolved; requirements for the approval of the resolutions and their results:

1) Total number of voting rights

Number of shareholders who were entitled to vote 43,593  
Number of voting rights 6,087,446

2) Number of shareholders who have exercised their voting rights, etc.

Number of shareholders who have exercised their voting rights 17,130  
Number of voting rights exercised 5,367,077  
(Exercise ratio: 88.16%)

\* Of the number of voting rights exercised for each agenda item, the minimum number of voting rights exercised (agenda item 1) is stated.

Items Resolved	Resolution Results				Ratio of Affirmative Votes (%)
	Result	For (Number of voting rights)	Against (Number of voting rights)	Abstaining (Number of voting rights)	
Agenda Item 1	Approved	5,364,374	1,700	1,003	99.94%
Agenda Item 2					
1. Yoshinori Yamashita	Approved	5,267,186	91,816	8,083	98.13%
2. Akira Oyama	Approved	5,283,117	75,886	8,083	98.43%
3. Takashi Kawaguchi	Approved	5,310,071	48,932	8,083	98.93%
4. Keisuke Yokoo	Approved	5,282,504	76,500	8,083	98.42%
5. Sadafumi Tani	Approved	5,342,175	23,867	1,045	99.53%
6. Kazuhiko Ishimura	Approved	5,341,909	24,133	1,045	99.53%
7. Shigenao Ishiguro	Approved	5,136,452	222,550	8,083	95.70%
8. Yoko Takeda	Approved	5,353,608	12,435	1,045	99.74%
Agenda Item 3	Approved	5,336,962	29,067	1,065	99.43%
Agenda Item 4	Approved	5,353,874	8,392	4,812	99.75%

(Note) The approval requirements for each agenda item are as follows:

Agenda Item 1, Agenda Item 3

and Agenda Item 4:

Agenda Item 2:

A majority of voting rights held by shareholders in attendance  
Attendance by shareholders holding one-third of voting rights of  
shareholders entitled to exercise their voting rights and an  
affirmative by a majority of voting rights held by attending  
shareholders